

SIGNED:
CHRISTOPHER G. ESSIG
Colonel, GS
Chief of Staff

Appendix A References

Section I Required Publications

AR 190-45
Law Enforcement Reporting

Section II Related Publications

This section contains no entries.

Section III Prescribed Forms

This section contains no entries.

Glossary

Section I Abbreviations

AR
Army Regulation

CCIR
Commanders' Critical Information Requirements

COS
Chief of Staff

DCG
Deputy Commanding General

EXSUM
Executive Summary

FOUO
For Official Use Only

IMCOM
Installation Management Command

NA
Not Applicable

NIPRNET

Nonsecure Internet Protocol Routing Network

OPS

Operations Center

POC

Point of Contact

PMG

Provost Marshal General

SDO

Staff Duty Officer

SIR

Serious Incident Reports

TBA

To Be Announced

UNK

Unknown

Section II

Terms

This section contains no entries.

Section III

Special Abbreviations and Terms

This section contains no entries.

Table 5-1

HQDA/IMCOM SIR Reporting Matrix

HQDA / IMCOM SIR REPORTING MATRIX

	HQDA SIR CATEGORY 1	HQDA SIR CATEGORY 2	IMCOM SIR CATEGORY 3a	IMCOM SIR CATEGORY 3b
GARRISON TO ARMY WATCH/IMCOM OPS / REGION OPS	1. Immediate telephonic notification 24/7 to Army Watch & Region Director	1. Telephonic notification optional	1. Immediate telephonic notification 24/7 to Region Director	1. Telephonic notification optional
	2. E-mail SIR report to Army Watch and OPMG WII 12 hours	2. E-mail SIR report to Army Watch and OPMG WII 24 hours		
	3. E-mail EXSUM to Region Director, Region OPS Center, and IMCOM OPS Center WII 2 hours	3. E-mail <u>garrison specific</u> EXSUM to Region OPS Center and IMCOM OPS Center WII 2 hours	2. E-mail EXSUM to Region Director, Region OPS Center, and IMCOM OPS Center WII 2 hours	2. E-mail EXSUM to Region OPS Center and IMCOM OPS Center WII 2 hours.
R	a. On/off post riots, serious disturbances, or demonstrations targeted against the Army or involving Army personnel.	a. Theft of gov appropriated funds or destruction of government property valued at >\$100K.	a. Death or serious injury to any IMCOM senior leader (GO,SES,GC).	a. Other death or serious injury to any IMCOM Soldier, DA civilian, or full time contract employee not covered in SIR CATEGORY 3a.
P	b. War crimes, including mistreatment of enemy POWs, detainees, displaced persons, retained persons or civilian internees, violations of the Geneva Conventions, and atrocities.	b. Theft of government non-appropriated funds or property valued at >\$100K.	b. An environmental incident or action (Regulators/EPA) that has shutdown operations or training at an installation due to reportable spills, range fires, legal suits, administrative order that would stop operations, and an environmental incident requiring immediate notification to any DOD or external agency.	b. Any incident which impacts the Garrison mission requiring an SIR.
T	c. Requests by U.S. Army personnel for political asylum or indications of defection.	c. Racially or ethnically motivated criminal acts.	c. Disasters or crises resulting in significant disruption to installation operations including electrical outage, loss in water, sewage, heating, cooling, training support, quality of life (QOL) and damage/destruction to any Flag/GO qtrs related to the above.	c. Senior IMCOM leader out of communications or temporarily away from the organization including TDY and leave and who is acting in their absence (RD's, DD's).
B	d. Terrorist activities, sabotage, and incidents initiated or sponsored by known terrorists, dissident groups, or criminal elements that occur on an installation, or involve military personnel or property off an installation.	d. Loss, theft, wrongful disposition of evidence, sensitive items, controlled cryptographic items, night vision devices, or drugs.	d. Serious incident/misconduct involving a senior IMCOM leader.	d. Visit from a Brigadier General or above and elected officials for official business involving installation operations.
L	e. Bomb or explosive incidents resulting in death, injury of military personnel, or damage to military property.	e. Wrongful possession, distribution of controlled substances: Cocaine => 100 grams Marijuana => 1000 grams Hashish => 1000 grams Heroin => 100 grams Amphetamines or barbiturates => 100 grams LSD => 5 grams PCP => 100 grams	e. Any major breach of security.	e. Significant changes to normal activities on the installation that prompts interest from senior occupants.
S	f. Incidents involving material damage that seriously degrade unit operational or training readiness.	f. Significant violations of Army standards of conduct.	f. Potentially adverse public affairs issues which may discredit the Army, IMCOM or its members.	f. Changes negatively affecting a mission commander's readiness or IMCOM mission accomplishment.
S	g. Threats against government weapons and ammunition.	g. Incidents involving prisoners or detainees of Army confinement or correctional facilities or deaths.	g. Any change in FPCON baseline.	g. Non-routine support to sister services or other governmental agencies.
E	h. Information on threats, plans, or attempts to harm or kidnap, or other information bearing on the personal security of the President of the US, Vice President of the US, or other persons under US Secret Service (USSS) protection.	h. Theft, loss, unaccounted, or recovered ammunitions in the following quantities: Any missile, rocket or mine Any machine gun or automatic fired weapon Any frag, concussion or HE grenade artillery round or ground burst simulator. Any explosives, i.e. del cord, C-4, etc. One or more semi or manually operated firearm. Five or more rounds => 50-pal	h. Negative communications with or regarding a Flag/General Officer.	h. Changes to projects that have command interest.
AR	i. Any other incident the commander determines to be of immediate concern to HQDA based on the nature, gravity, potential for adverse publicity, or potential consequences of the incident.	i. Any other incident the commander determines to be of immediate concern to the HQDA leadership based on the nature, gravity, potential for adverse publicity, or potential consequences of the incident.	i. The following shall be reported as it relates to Medical Hold/Medical Holdover Soldiers: Any congressional inquiries/suits Any public affairs issues (positive or negative) Any facility that presents a life, health, or safety issue where Medical Hold/Medical Holdover Soldiers reside.	i. Anti-Deficiency Act violation or impending violation.
190-40				j. Loss or suspension of security clearance of any Senior IMCOM leader.
F				k. Report of environmental enforcement actions.
O				l. Pending adverse or referred rating, disciplinary action, or DUI involving a senior IMCOM leader.
R				m. Any family housing fire.
C				n. Any other incident the commander determines to be of concern to the IMCOM leadership based on the nature, gravity, potential for adverse publicity, or potential consequences of the incident.
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	*Above list is not all inclusive - See AR 190-40	*Above list is not all inclusive - See AR 190-40		

IMCOM OPS Center
imcomopscenter@hqda.army.mil
DSN: 312-332-4254
COMM: 703-602-4254

SITREP REPORTING FORMAT

FOR OFFICAL USE ONLY

Date:

Reporting Region: U.S. Army Garrison-Michigan

Location of Incident:

DTG of Incident:

Description/Details---Summary (WHO, WHAT, WHERE, WHEN, HOW)

Personnel Involved:

Name:

Rank:

SSN:

Age/Sex:

Race/Ethnic Group:

Security Clearance:

Duty Status:

Unit/Organization:

Who has been notified?

Other Details:

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